



PIEDMONT TECHNICAL COLLEGE

POLICY

POLICY NUMBER: 3-2-1040

PAGE: 1 of 1

TITLE: Retention of Student Records

RELATED POLICY AND PROCEDURES: 3-2-1040.1 Retention of Student Records

DIVISION OF RESPONSIBILITY: Academic Affairs and Student Affairs and Communications

July 21, 2015

October 30, 2019

January 19, 2019

Date Approved by Area Commission

Date of Last Review

Date of Last Revision

It is the policy of Piedmont Technical College to maintain complete and accurate student records on all currently active students, previous students, and graduates according to the retention schedule set forth by the South Carolina Technical College System. The College protects the security, confidentiality, and integrity of student records.